



Legislative  
Service  
Bureau

# MINUTES

## Service Committee of the Legislative Council

---

May 27, 1998

Fourth Meeting of 1997-1998 Biennium

---

---

### MEMBERS PRESENT

Representative Brent Siegrist, Chairperson

Senator Stewart Iverson, Jr.

Senator Michael Gronstal

Senator Don Redfern

Representative John Connors

Representative Betty Grundberg

---

## MEETING IN BRIEF

.....

Minutes prepared by Ed Cook,  
Legal Counsel, 515-281-3994

Organizational staffing by Diane  
Bolender, Director, 515-281-3566

1. **Procedural Business.**
  2. **Personnel Reports.**
  3. **Personnel Guidelines for the Central Legislative Staff Agencies.**
  4. **Budget Authorizations.**
  5. **Personnel Recruitment and Retention.**
  6. **Written Materials Filed With the Legislative Service Bureau.**
- 

### COMMITTEE BUSINESS

#### 1. **Procedural Business.**

**Call to Order.** The Service Committee of the Legislative Council was called to order by Chairperson Representative Brent Siegrist at 12:00 p.m., Wednesday, May 27, 1998, in Room 118, State Capitol, Des Moines, Iowa.

---



## **Service Committee of the Legislative Council**

---

The Service Committee approved the minutes of the November 25, 1997, meeting of the Committee.

**Adjournment.** The Service Committee adjourned at 12:10 p.m.

### **2. Personnel Reports.**

The Service Committee received and filed personnel reports from Dennis Prouty, Director of the Legislative Fiscal Bureau; Diane Bolender, Director of the Legislative Service Bureau; Sanford Scharf, Director of the Legislative Computer Support Bureau; and William Angrick, the Citizens' Aide/Ombudsman.

### **3. Personnel Guidelines for the Central Legislative Staff Agencies.**

Mr. Grant Dugdale, Assistant Attorney General, presented an oral report to the Service Committee concerning possible modifications and additions to the Personnel Guidelines for the Central Legislative Staff Agencies. Mr. Dugdale indicated that the adoption of guidelines concerning the use of the legislative computer system and state telephone system, substance abuse, and workplace violence may need to be considered. Mr. Dugdale indicated that he would work with the Legislative Service Bureau and other legislative agencies and with the Service Committee in developing proposed guidelines concerning these issues.

### **4. Budget Authorizations.**

The Service Committee, upon motion and unanimous vote, recommended the adoption of the following budgetary authorizations:

**a.** That the Legislative Council permit the Legislative Fiscal Bureau to carry over and expend during fiscal year 1999 moneys that were authorized, but not expended, during fiscal year 1998 to update the Iowa Income Tax Model data base.

**b.** That the Legislative Council permit the Legislative Service Bureau to carry over and expend during fiscal year 1999 moneys that were authorized, but not expended, during fiscal year 1998 to publish a new edition of the Iowa Court Rules.

**c.** That the Legislative Council permit the Office of Citizens' Aide/Ombudsman to carry over and expend during fiscal year 1999 moneys that were authorized, but not expended, during fiscal year 1998 to continue development of a computer management data software system.

### **5. Personnel Recruitment and Retention.**

Mr. Sanford Scharf, Director of the Computer Support Bureau, presented a report and distributed an informational memorandum to the Service Committee concerning the difficulty in hiring and retaining information technology professionals. Mr. Scharf



indicated that the high demand for information technology professionals and the low unemployment rate in Iowa make the current salary structure established by the Legislature for these professionals uncompetitive. Ms. Diane Bolender, Director of the Legislative Service Bureau, indicated that she has also experienced difficulty in attracting and retaining qualified employees for several positions within the Legislative Service Bureau.

**6. Written Materials Filed With the Legislative Service Bureau.**

- a. May 1998 personnel report from the Legislative Fiscal Bureau.
- b. May 1998 personnel report from the Legislative Service Bureau.
- c. May 1998 personnel report from the Legislative Computer Support Bureau.
- d. May 1998 personnel report from the Office of Citizens' Aide/Ombudsman.
- e. FY 1999 budget authorization request from the Legislative Fiscal Bureau.
- f. FY 1999 budget authorization request from the Legislative Service Bureau.
- g. FY 1999 budget authorization request from the Office of Citizens' Aide/Ombudsman.
- h. May 1998 memorandum concerning the hiring and retaining of information technology professionals from Mr. Scharf.

3204lc